



District 04-01	03/20/2012	<b>Department of General Services</b> Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Page 2 of 26
<b>Court</b>	<b>Date</b>		<u>51469-2241</u>
Calvert County			Forward three (3) copies to address at left.
<b>County</b>			

## PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
	Electronic Recordings for year 2007	2219	Sec II 2	1/1/2007- 12/31/2007	1		
	Note: Electronic Recordings for the period January 8 - 12, 2007 will be retained permanently for archival purposes.	2219	Sec III 3	↓	↓		
		2219	Sec. IV 2 a, b, f				
		2219	Sec VI 2				
	Closed in <u>2007</u>						

**Destruction Approved by Maryland State Archives**

**Destruction Certification**

4/4/2012  
Date

*Elizabeth C. Torgerson*  
State Archivist

\_\_\_\_\_  
Signature of Court Official

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

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		Authorization					
No.	Description of Records (Same Title as listed on Schedule)	Retention Schedule No.	Item No.	Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
	<p>Criminal Records</p> <p>Criminal cases expunged in 2007</p> <p>Closed in <u>2007</u></p>	2219	Sec IV 2 d	1/1/2007- 12/31/2007	4		

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State Archivist

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	<p>Criminal</p> <p>Natural Resources cases</p> <p>Closed in 2007</p>	2219	Sec IV 2 a, b,c	1/1/2007- 12/31/2007	5		

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4/4/2012  
Date

*Edward C. Topp*  
State Archivist

Signature of Court Official

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Title

Date \_\_\_\_\_

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	<p>Criminal</p> <p>Criminal, Petty Offense Citations &amp; Fugitive Warrant Cases</p> <p>Closed in <u>2007</u></p>	2219	Sec IV 2 a, b, c	1/1/2007- 12/31/2007	40		

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4/4/2012  
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*Edward C. Tupper*  
State Archivist

Signature of Court Official

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Title

Date \_\_\_\_\_

District 04-01	03/20/2012	<b>Department of General Services</b> Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Page 7 of 26
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		Retention Schedule No.	Item No.				
	<p>Special Proceedings</p> <p>Emergency Evaluations, Domestic Violence &amp; Peace Order Records - Original Miscellaneous Papers and Exhibits</p> <p>Closed in <u>1998</u></p>	2219	Sec III 2	1/1/98- 12/31/98	10		

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4/4/2012  
Date

*Edward C. Trenholm*  
State Archivist

Signature of Court Official

Title

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District 04-01	03/20/2012	<b>Department of General Services</b> Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Page 11 of 26
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	<p>Civil-Expired Judgments</p> <p>Sum Certain Judgments entered in 1998 which expired and were closed in 2007</p> <p>Closed in 2007</p>	2219	Sec II 3	1/1/99-12/31/99	14		

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*Edward C. Topp*  
State Archivist

Signature of Court Official

Title

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District 04-01	03/20/2012	<b>Department of General Services</b> Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Page 14 of 26
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		Retention Schedule No.	Item No.				
	<p>Traffic</p> <p>Traffic Citations-old serious traffic folders</p> <p>Closed in <u>2006</u></p>	2219	Sec IV 2 a, b,c	1/1/2006- 12/31/2006	30		

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*Edward C. Toppin*  
State Archivist

Signature of Court Official

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		Retention Schedule No.	Item No.				
	Electronic Recordings for year 2006	2219	Sec II 2	1/1/2006- 12/31/2006	1		
	Note: Electronic Recordings for the period December 4th through December 8th, 2006 will be retained permanently for archival purposes.	2219	Sec III 3	↓	↓		
		2219	Sec. IV 2 a, b, f				
		2219	Sec VI 2				
	Closed in 2006						

**Destruction Approved by Maryland State Archives**

**Destruction Certification**

4/4/2012  
Date

*Edward C. Quenfen*  
State Archivist

\_\_\_\_\_  
Signature of Court Official

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No.	Description of Records (Same Title as listed on Schedule)	Retention Schedule No.	Item No.	Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
	<p>Special Proceedings</p> <p>Emergency Evaluations, Domestic Violence &amp; Peace Order Records - Original Miscellaneous Papers and Exhibits</p> <p>Closed in <u>1997</u></p>	2219	Sec III 2	1/1/97-12/31/97	10		

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Edward C. Tupper  
State Archivist

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